

# **AGREEMENT**

Between

**TOWNSHIP OF LONG BEACH**

And

**LONG BEACH TOWNSHIP  
POLICEMEN'S BENEVOLENT ASSOCIATION  
LOCAL NO. 373  
(Rank and File)**

---

January 1, 2011 through December 31, 2013

---

**PBA LOCAL #373, RANK & FILE**

**CONTRACT COMMITTEE:**

Kevin C. Lyons, Sr., State Delegate

James Hartmann, President Local 373

**Long Beach Township**

**Contract Committee:**

Joseph Mancini, Mayor

## TABLE OF CONTENTS

	Page
ARTICLE I	RECOGNITION ..... 1
ARTICLE II	GRIEVANCE PROCEDURE..... 2
ARTICLE III	MEMBER'S RIGHTS..... 5
ARTICLE IV	MANAGEMENT RIGHTS ..... 7
ARTICLE V	PERSONNEL FILES AND LEGAL AID..... 8
ARTICLE VI	RETENTION OF BENEFITS & ADDITIONAL BENEFITS..... 9
ARTICLE VII	P.B.A. DUES & AGENCY SHOP PROVISIONS..... 10
ARTICLE VIII	VACATION TIME..... 11
ARTICLE IX	PERSONAL DAYS ..... 13
ARTICLE X	SICK LEAVE ..... 15
ARTICLE XI	BEREAVEMENT LEAVE..... 18
ARTICLE XII	ESTATE BENEFIT ..... 20
ARTICLE XIII	UNIFORMS..... 21
ARTICLE XIV	MEDICAL BENEFITS AND EXAMINATIONS ..... 22
ARTICLE XV	COLLEGE INCENTIVE PROGRAM ..... 28
ARTICLE XVI	HIGHER CLASSIFICATION PAY ADJUSTMENT ..... 30
ARTICLE XVII	HOLIDAYS ..... 31
ARTICLE XVIII	HOURS OF WORK AND OVERTIME ..... 32
ARTICLE XIX	ROAD WORK..... 35
ARTICLE XX	SHIFT DIFFERENTIAL ..... 36
ARTICLE XXI	EMERGENCY MEDICAL TECHNICIAN..... 38
ARTICLE XXII	SALARIES ..... 39
ARTICLE XXIII	SAVINGS CLAUSE..... 40
ARTICLE XXIV	DURATION..... 41

**AGREEMENT**

**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_, 2011,  
between the **TOWNSHIP OF LONG BEACH**, hereinafter referred to as "TOWNSHIP" or  
"EMPLOYER," and the **LONG BEACH TOWNSHIP POLICEMEN'S BENEVOLENT**  
**ASSOCIATION, INC., LOCAL 373, RANK AND FILE**, hereinafter referred to as "P.B.A.".

**WITNESSETH:**

**WHEREAS**, the parties have carried on collective bargaining for the purpose of  
developing a contract covering wages, hours of work and other conditions of employment;

**NOW, THEREFORE**, in consideration of the mutual promises and covenants herein  
contained, the parties hereto agree as follows:

## **ARTICLE I**

### **RECOGNITION**

The Employer hereby recognizes the Long Beach Township Policemen's Benevolent Association, Inc., Local 373, Rank and File, as the exclusive representative for all Patrolmen and Detectives in its Police Department in Long Beach Township, New Jersey, but excluding the Chief of Police, Deputy Chief of Police, Captains, Lieutenants and Sergeants.

## **ARTICLE II**

### **GRIEVANCE PROCEDURE**

#### **A. Procedure**

1. To provide for the expeditious and mutually satisfactory settlement of grievances arising with respect to the interpretation or application of this Agreement only, the following procedures shall be followed.

**Step 1:** An officer with a grievance shall first discuss the matter with his immediate supervisor, either directly or through the P.B.A.'s designated representative, for the purpose of resolving the matter informally.

**Step 2:** If the aggrieved party is not satisfied with the disposition of his grievance at Step 1, or if no decision has been rendered within five (5) working days after presentation of that grievance at Step 1, he or she may file a written grievance with the Chief of Police or in his absence, a representative designated by the Chief of Police.

A meeting on the written grievance shall be held within five (5) working days of the filing of the written grievance between the Chief of Police or designated representative and the aggrieved party. The Chief of Police thereon shall render a decision in writing within five (5) working days after the holding of such meeting. The grievance shall be filed within fifteen (15) working days of the aggrieved party's Step 1 complaint.

**Step 3:** If the aggrieved party is not satisfied with the disposition of his grievance at Step 2, or if no written decision has been rendered within five (5) working days after the presentation of that grievance at Step 2, the matter may be referred by the P.B.A., by its designated representative, to the Board of Commissioners. A meeting on the grievance shall be held between the P.B.A. and the Board of Commissioners at which meeting the parties may be represented. Said meeting shall not be held publicly unless the parties so agree in writing. The Board of Commissioners shall render a final written decision within fifteen (15) working days of the date of the meeting. The grievance shall be filed within twenty (20) working days of the filing of the Step 2 grievance.

**Step 4:** In the event that the aggrieved person is not satisfied with the decision of the Board of Commissioners, the P.B.A., if the P.B.A. on his or her behalf determines that the grievance is meritorious, has fifteen (15) calendar days in which to request arbitration.

- a. The Arbitrator shall be selected in accordance with the rules and regulations of the American Arbitration Association or P.E.R.C.
- b. The Arbitrator's decision shall be in writing and shall be issued not later than thirty (30) calendar days after the close of the Arbitration Hearing. The decision shall set forth the Arbitrator's findings of fact, reasons and conclusions on the issue or issues submitted.
- c. The costs of the services of the Arbitrator shall be borne by the losing party. All other expenses incidental to and arising out of the Arbitration shall be paid by the party incurring it.
- d. The decision of the Arbitrator shall be binding on all parties.
- e. A grievance affecting a group of employees under Article I may be submitted by the P.B.A. on behalf of said named group at Step 3 of the grievance procedure.

**B. Time Limits:**

1. These time limits may be extended upon mutual written agreement between the parties. It is the intent of both parties to expedite grievances to a resolution in order to maintain morale and the good order of the Police Department.

2. A grievance must be presented at Step 1 within thirty (30) days from the date of occurrence of the facts that give rise to the grievance. If it is not presented within the aforesaid time period, it shall be deemed waived by the party and the P.B.A.

**C. Representation:**

Any employee may be represented at all stages of the grievance procedure by him or her; or at his or her option, by a representative selected or approved by the P.B.A. When an employee is not represented by the P.B.A., the P.B.A. shall have the right to be present and state its views at all stages of the grievance procedure.

**D. Disciplinary Proceedings:**

Disciplinary proceedings shall not be subject to the grievance procedure herein contained but shall be subject to Department of Personnel statutes and regulations.

**ARTICLE III**  
**MEMBER'S RIGHTS**

**A.     Non-Discrimination**

There shall be no discrimination, interference or coercion by the Employer or any of its agents against employees represented by the P.B.A. because of membership or activity in the P.B.A. The P.B.A. or any of its agents shall not intimidate or coerce employees into membership. Neither the Employer nor the P.B.A. shall discriminate against any employee because of race, creed, color, age, sex, or national origin.

**B.     Collective Rights**

The Township hereby agrees that every Police Department employee of the Township shall have the right freely to organize, join or support the P.B.A. and its affiliates or other Police fraternal organizations and their affiliates for the purpose of engaging in collective negotiations for mutual aid and protection.

**C.     Just Cause Provision**

No member shall be discharged, disciplined, reprimanded, reduced in rank or compensation, or deprived of any professional advantage, or given an adverse evaluation of his or her professional service without just cause. Any member of the Department against whom a disciplinary proceeding is to be brought shall be notified in writing of the charges to be levied.

**D.     Required Meetings or Hearings**

Whenever any member is required to appear before the Township governing body concerning any matter which could adversely affect the continuation of that member in his or her office, position or employment or the salary or any increments pertaining thereto, then he or she shall be given prior written notice of the reasons for such meeting or interview and shall be



entitled to have a P.B.A. Union Representative present to advise the employee and represent the employee during such meeting or interview should he or she so desire.

**E. Criticism of Patrolmen**

Any question or criticism prior to filing written charges, by a supervisor, administrator, Township Commissioner, or any person, of a patrolman or his methodology shall be made in confidence and not in the presence of other patrolmen, or at public gatherings of the town. All complaints shall be brought promptly to the attention of the patrolmen so as to allow the patrolmen the opportunity to respond to the complaint.

**F. Record of Accumulated Time**

The Township shall maintain a monthly record of all leave time accumulated by each officer represented by the P.B.A. This record shall be made available to the officer at his or her request and shall include a record of accumulated sick time, vacation time, personal time, and any other leave accumulated by this officer.

**G. Notification of Time Owed**

The Employer will notify the employee of any scheduling deficit (days owed), no later than March 1 of that year or the employee shall not be liable for that time. This notification requirement will not apply to any employee who receives change of assignment pursuant to their request.

**H. Facsimile Machines and Telephones**

The P.B.A. shall have the right to install a telephone and fax machine in police headquarters. All costs associated with the phone and fax shall be borne by the P.B.A.

**ARTICLE IV**  
**MANAGEMENT RIGHTS**

- A. The P.B.A. recognizes that there are certain functions, responsibilities and management rights exclusively reserved to the Employer. All of the rights, power and authority possessed by the Employer prior to the signing of this Agreement are retained exclusively by the Employer subject to such limitations as are specifically provided in this Agreement only.
- B. The use of the work schedule is not to be construed as a waiver of the Employer to decide on the "shift" of all patrolmen. It is agreed that decisions on shifts are solely reserved to the Employer.
- C. This Agreement is subject to existing rules and regulations. The Chief of Police nor the Commissioner of Public Safety may not, under power granted to him by virtue of his or her office, modify the terms of this Agreement.
- D. All discretionary or permissive language contained within the Family Medical Leave Act ("FMLA"), the New Jersey Family Leave Act ("NJFLA"), and regulations promulgated pursuant to either statute shall be a management prerogative except as follows: (1) employees covered by this contract shall continue to accrue paid time off and seniority while on FMLA and/or NJFLA leave, and (2) employees shall be entitled to use accrued sick time for the first forty-five (45) calendar days prior to designation of leave as FMLA and/or NJFLA leave by the Township.

## **ARTICLE V**

### **PERSONNEL FILES AND LEGAL AID**

- A. The Employer will provide legal aid to all personnel covered by this Agreement pursuant to the provisions of existing statutes while acting in her or her capacity as a member of this Police Department. Legal aid shall not be provided when the member is defending a disciplinary action taken by the Employer and the finding is adverse to the member.
- B. The Township shall not allow anyone with the exception of the Chief of Police or the designee of the Chief of Police, the Personnel Officer of the Police Department or Township, the Municipal Solicitor (while on official business), the Township Manager, the Municipal Clerk or the Commissioner of Public Safety, to read, review, have a copy of or in any way peruse any employee's personnel file which is kept by the Police Department of Long Beach Township. A log will be maintained by the Chief of Police or his designee of access made by the Commissioner of Public Safety.
- C. Unsubstantiated or unfounded complaints, or any information in regard thereto, shall not become a part of an officer's official personnel file. Only complaints that necessitate an internal investigation shall be maintained in a separate file under the direction of the Personnel Officer and shall be subject to the same constraints of review as set forth above.

## **ARTICLE VI**

### **RETENTION OF BENEFITS & ADDITIONAL BENEFITS**

- A. Except as otherwise provided herein, all benefits which employees have heretofore enjoyed and are presently enjoying shall be maintained and continued by the Township during the term of the Agreement.
- B. It is specifically understood that the exclusive representative herein waives none of its statutory rights, especially those contained in N.J.S.A. 43:13-A-5.1 et seq. The Employer agrees to grant the necessary time off with pay to the President and one other delegate to attend any State or National Convention of the N.J.S.P.B.A. and one day per month with the prior approval of the Chief of Police or the designee of the Chief of Police, to conduct P.B.A. business.
- C. The P.B.A. Delegate is to have his or her salary or portion of his or her salary reimbursed on a quarterly basis in advance by the N.J.S.P.B.A. for full release time in the event that he or she assumes the office of President or Vice-President of the N.J.S.P.B.A.

## **ARTICLE VII**

### **P.B.A. DUES & AGENCY SHOP PROVISIONS**

- A. The Township will deduct the monthly P.B.A. dues from each employee who furnishes to the Township a written authorization for such deduction in a form acceptable to the Township. Funds so deducted shall be paid over to the P.B.A. on a monthly basis within thirty (30) days of the end of the month, together with a statement showing from whom the dues were collected and the amounts thereof.
- B. An Agency Shop Provision, pursuant to the New Jersey Statutes, requiring 85% dues assessment shall be made part of this Agreement. The P.B.A. shall hold harmless the Municipality from any and all claims arising out of this provision.

**ARTICLE VIII**  
**VACATION TIME**

A. The Township's vacation plan for members of the Police Department governed by this Agreement shall be set forth as indicated below:

During the first year of service .....Eight (8) hours for each month of completed service

After one year .....One hundred twenty (120) hours

After three years.....One hundred twenty eight (128) hours

After six years .....One hundred thirty-six (136) hours

After nine years .....One hundred forty-four (144) hours

After twelve years .....One hundred fifty-two (152) hours

After fifteen years .....One hundred sixty (160) hours

After eighteen years .....One hundred seventy-six (176) hours

After twenty years .....One hundred ninety-two (192) hours

B. The annual vacation allowance for all employees shall be determined as of January 1<sup>st</sup> of any year. Permanent part-time employees shall receive vacation credit allowance on a proportionate basis.

C. Employees may carry their earned vacation from the year before into the following year. Such earned vacation may not be carried for more than one year.

D. **Peak Time Scheduling**

It is recognized that the summer months of employment are the peak work time of the Township. During this period, vacations shall be scheduled with the approval of the Chief of

Police or the designee of the Chief of Police, and the employee's immediate supervisor in such a fashion so that the Department shall have sufficient personnel available to perform its functions. Police Officers shall be entitled to take a minimum of twenty-four (24) hours cumulatively in July and August, provided it is authorized by the Chief of Police or the designee of the Chief of Police.

**ARTICLE IX**  
**PERSONAL DAYS**

- A. Each employee shall be eligible for thirty-six hours personal leave, which may be used for personal business, with the permission of their immediate supervisor. Personal leave time shall not be accumulated from year to year.
- B. An employee shall notify their supervisor not less than four (4) hours before his or her scheduled shift of their request to utilize personal leave time. If the shift is not short any member, the leave shall be granted. If an employee requests personal leave time with less than four (4) hours advance notice, it may be granted by the Chief of Police or the designee of the Chief of Police, Captain or Lieutenant, if the shift is not short any member. The approval or denial of such requested leave with short notice shall be at the sole discretion of the Superior Officer to whom the request may be made. However, all best efforts shall be made by the Chief of Police or the designee of the Chief of Police, Captain or Lieutenant to accommodate such late request.
- C. If the Employee makes the request for the personal day leave forty-eight (48) hours before the shift is to begin, then the supervisor shall obtain a replacement in advance and the leave will not be denied unless an emergency situation exists. The Chief of Police or the designee of the Chief of Police shall make the determination of what constitutes an "emergency situation."



**D.** No more than one person on personal leave per shift on first come first serve basis shall be permitted, unless otherwise approved by the Chief of Police or the designee of the Chief of Police.

## **ARTICLE X**

### **SICK LEAVE**

- A. Sick leave shall accumulate at the rate of ten (10) hours per month in the first year of service, commencing on the first month or major portion thereof from the date of hire. It is assumed the employee shall remain in the service of the Township for the remainder of the calendar year and the total amount of sick time, pro-rated, and shall be credited to the employee. If separation occurs before the end of the year and more sick leave has been taken than appropriated on a prorated basis, the per diem rate of pay for the excess shall be deducted from the final pay. Sick leave shall accumulate from year to year with additional one hundred and twenty (120) hours credited to the employee at the beginning of each successive calendar year.
- B. Any employee eligible to retire in a calendar year shall notify the Township in writing through the Chief of Police or the designee of the Chief of Police, no later than January 15th of that year, but in no event less than thirty (30) days prior to the planned retirement date or eligibility date of the intent to retire. Failure by the employee to make timely notice to the Township shall provide the Township with the sole option to defer making this payment until the next calendar year.
- C. Upon retirement, police officers shall be paid for sixty percent (60%) of all unused sick leave which they have accumulated. The maximum amount paid for unused sick leave to an officer who commenced service to the Township prior to May 21, 2010, and remained in Township service thereafter shall be the equivalent of five (5) months' pay, if accumulated, at the

time of retirement, rounded up to the next \$100. The maximum amount paid for unused sick leave to an officer who commenced service to the Township on or after May 21, 2010, shall be \$15,000. Unused sick time shall be paid within sixty (60) days of retirement, unless mutually agreed upon by both the retiree and the Township to defer or expedite payment.

D. Work loss due to injury or illness possibly arising out of the course of employment shall not be chargeable to sick leave until and unless the employee's Workers' Compensation claim is denied.

E. If a member is disabled in the performance of their duty, he/she shall receive full pay until he returns to duty or until he is retired or placed on a permanent disability status. Effective 12/01/02, this clause shall not apply to officers in the police academy.

F. **Maternity Leave**

1. Female officers shall be entitled to utilize the sick leave and/or disability leave provided in Section A. of this Article in connection with any illness, injury or disability arising from pregnancy, including the period of disability following the birth of a child. At a minimum, a female officer shall be entitled to utilize the disability leave provided by FLSA for the period 10 weeks prior to the due date of the birth of a child, and for six weeks following the birth of the child. Such disability leave shall not be available to an officer for the normal care of an infant; though sick leave as provided in Section A will be available for the care of an infant due to illness. Sick leave shall also be available to male or female officers for the care of family members, resulting from the pregnancy, including the birth of a child in the same manner as such sick leave would be available to an officer for the care of any other immediate family member.

2. A female officer shall advise the Chief of Police or the designee of the Chief of Police, in writing as soon as she has received confirmation of her pregnancy from a doctor. The female police officer shall be permitted to work so long as her doctor permits such work. The Department shall have the right to request a note confirming the doctor's opinion that the officer is able to continue to perform the work of a police officer assignment. The medical note shall be from a physician of the officer's own choosing. However, the Township reserves the right to have the Police Physician consult with the officer's physician for the purpose of determining whether the officer shall be approved for duty. The information obtained from such consultation shall be shared with the Chief of Police, or designee, and the Township in a manner limited to providing only that information necessary to advise the Township of the officer's availability for duty and the nature of that duty.

G. Officers may use sick time as set forth in Section A to care for an immediate member of their family. An "immediate" family member shall be limited to the officer's spouse, child, stepchild, parent, spouse's parents, or any other family member that resides in the officer's home and is reliant upon the officer for care and support. The Chief of Police or designee must approve any exceptions to this provision.

## **ARTICLE XI**

### **BEREAVEMENT LEAVE**

- A. Bereavement leave of five (5) days per death of an immediate relative of an employee shall be granted provided the decedent is a spouse, mother, father, grandmother, grandfather, sister, brother, child, stepchild, adopted child, granddaughter, grandson, spouse's mother, father, sister, brother, child, stepchild, adopted child, granddaughter, grandson, grandmother or grandfather.
- B. Bereavement leave of one (1) day, equal to the employee's regularly scheduled shift assignment, per death of a relative of the employee shall be granted for a great-grandmother, great-grandfather, brother-in-law, sister-in-law, son-in-law, daughter-in-law, spouse's great-grandmother, great-grandfather, brother-in-law, son-in-law or daughter-in-law, an aunt, uncle, niece, or nephew of the employee or his or her spouse.
- C. Such bereavement leave is with pay and is not chargeable against vacation, personal or sick time leave. Where common disaster results in the death of more than one such relative within forty-eight (48) hours, no more than (10) days bereavement leave shall be granted.
- D. An employee whose spouse or child dies is to be given an additional fifteen (15) days bereavement leave before he or she must report back to duty, which time shall not be deducted from employee's vacation, personal or sick days.

E. In the event of the death of a member of an employee's family while said employee is on vacation or holiday leave, said employee shall be entitled to funeral leave as it is authorized by this Agreement and such leave shall not prejudice an employee's vacation rights granted by this Agreement. The employee, in mutual agreement with the Chief of Police or the designee of the Chief of Police, in such cases, shall be required to reschedule his or her unused vacation time in the same calendar year.

F. Exceptions to these time limitations may be made by the Chief of Police or the designee of the Chief of Police, upon timely notification by the officer when the deceased is buried in another state and the officer will be unable to return for duty and adhere to the time limitations stated in Paragraph A and B above.

G. An officer shall be entitled to take comp time or "Murphy Time" required to complete a twelve (12) hour tour when there is a balance of bereavement time that does not round out into a full tour of duty.

**ARTICLE XII**

**ESTATE BENEFIT**

A. The Township agrees to be responsible for the cost of all burial expenses for an officer who is killed in the line of duty to a maximum of \$10,000.00.

B. In the event of the death of an employee, whether on or off duty, his or her survivors will be paid for the employee's vacation days, personal days, compensatory time, holidays, salary and severance pay, etc. There will be no prorating. This payment shall be paid to the employee's survivor(s) within thirty (30) days, but in no event later than sixty (60) days from the date of the death of the employee.

## **ARTICLE XIII**

### **UNIFORMS**

The present uniforms supply policy of the Township shall be as follows:

A. Uniformed officers shall be provided their uniforms and required equipment, which uniforms and equipment shall be replaced as required and as approved by the Chief of Police or designee.

B. Plain clothes Detectives shall have an annual allowance set forth by the schedule below, which funds shall be used to provide clothing necessary for the performance of their duties.

Clothing allowance shall not be included within the officer's base salary.

2011, 2012 and 2013 - \$1,215.51

C. Uniforms shall be cleaned at the expense of the Township by delivery to dry cleaning establishments designated by the Police Department.



## **ARTICLE XIV**

### **MEDICAL BENEFITS AND EXAMINATIONS**

- A. Each employee shall be entitled to a medical examination by the medical officer employed by the Employer once a year, such examination to include x-rays and blood tests. The physicals will be conducted by either Ocean Medical or Island Medical, at the officer's discretion. A copy of the medical report from the physician shall be delivered to each member. Any medical reports that are provided to the Township as a result of this or any other medical examination shall be strictly confidential and viewed only on a need to know basis.
- B. The Township recognizes that police officers, as a result of the nature of their duties, are subject to physical and emotional demands, which frequently cause medical problems. Accordingly, heart attacks, strokes, coronary problems and nervous disorders are considered job-related injuries for the purpose of Workers' Compensation claims and other medical benefits.
- C. It is further understood that if an officer is injured as the result of performing the duties of a police officer while on his or her way to work or on returning from work, such injury will be considered job related for the purposes of Workers' Compensation medical benefits.
- D. The Township agrees to continue to provide the present dental plan or substantially similar plan; an eyeglass plan; and a prescription plan with a \$5 co-pay for generic prescriptions and a \$10 co-pay for name brand prescriptions to all employees. The Township shall also

provide medical benefits coverage to employees pursuant to the New Jersey State Health Benefits Plan and State law. Medical and prescription drug benefits coverage shall be subject to the employee premium sharing schedules and provisions described below.

E. Pursuant to Ch. 78 p.l. 2011 currently in effect, commencing with the Township's implementation on or before October 1, 2011, employees employed on or before June 27, 2011, shall pay the greater of either 1.5% of their base salary or the applicable contribution percentage rate detailed below in accordance with the contribution phase-in schedule mandated by State law, provided, however, that nothing contained herein shall be misconstrued as extending this Agreement beyond its stated expiration date of December 31, 2013; provided further that employees employed on or after June 28, 2011, shall pay the greater of either 1.5% of their base salary or the full amount of the applicable contribution percentage rate detailed below. This Agreement specifically provides that said employees should be mandated to pay any amount of premium sharing per Ch. 78 P.L. 2011 while said law remains valid, and shall not pay any premium sharing, as described in the applicable contribution rate detailed below should Ch. 78 P.L. 2011 be either repealed or invalidated, during the pendency of this Agreement and shall revert to the premium sharing of 1.5%. Shall said law be amended, then said employees as referenced above shall abide by such amendment, even during the pendency of this Agreement.

F. The amount of contribution to be paid by employees for benefits coverage for the employee and any dependent shall be either 1.5% of their base salary or according to the applicable contribution percentage rate detailed below, whichever contribution amount is greater:

1. For family coverage or its equivalent, an employee who earns:
  - a. less than \$25,000 shall pay 3 percent of the cost of coverage;

- b. \$25,000 or more but less than \$30,000 shall pay 4 percent of the cost of coverage;
- c. \$30,000 or more but less than \$35,000 shall pay 5 percent of the cost of coverage;
- d. \$35,000 or more but less than \$40,000 shall pay 6 percent of the cost of coverage;
- e. \$40,000 or more but less than \$45,000 shall pay 7 percent of the cost of coverage;
- f. \$45,000 or more but less than \$50,000 shall pay 9 percent of the cost of coverage;
- g. \$50,000 or more but less than \$55,000 shall pay 12 percent of the cost of coverage;
- h. \$55,000 or more but less than \$60,000 shall pay 14 percent of the cost of coverage;
- i. \$60,000 or more but less than \$65,000 shall pay 17 percent of the cost of coverage;
- j. \$65,000 or more but less than \$70,000 shall pay 19 percent of the cost of coverage;
- k. \$70,000 or more but less than \$75,000 shall pay 22 percent of the cost of coverage;
- l. \$75,000 or more but less than \$80,000 shall pay 23 percent of the cost of coverage;
- m. \$80,000 or more but less than \$85,000 shall pay 24 percent of the cost of coverage;
- n. \$85,000 or more but less than \$90,000 shall pay 26 percent of the cost of coverage;
- o. \$90,000 or more but less than \$95,000 shall pay 28 percent of the cost of coverage;
- p. \$95,000 or more or but less than \$100,000 shall pay 29 percent of the cost of coverage;
- q. \$100,000 or more or but less than \$110,000 shall pay 32 percent of the cost of coverage;
- r. \$110,000 or more shall pay 35 percent of the cost of coverage

2. For individual coverage or its equivalent, an employee who earns:

- a. less than \$20,000 shall pay 4.5 percent of the cost of coverage;
- b. \$20,000 or more but less than \$25,000 shall pay 5.5 percent of the cost of coverage;
- c. \$25,000 or more but less than \$30,000 shall pay 7.5 percent of the cost of coverage;
- d. \$30,000 or more but less than \$35,000 shall pay 10 percent of the cost of coverage;
- e. \$35,000 or more but less than \$40,000 shall pay 11 percent of the cost of coverage;
- f. \$40,000 or more but less than \$45,000 shall pay 12 percent of the cost of

- coverage;
- g. \$45,000 or more but less than \$50,000 shall pay 14 percent of the cost of coverage;
- h. \$50,000 or more but less than \$55,000 shall pay 20 percent of the cost of coverage;
- i. \$55,000 or more but less than \$60,000 shall pay 23 percent of the cost of coverage;
- j. \$60,000 or more but less than \$65,000 shall pay 27 percent of the cost of coverage;
- k. \$65,000 or more but less than \$70,000 shall pay 29 percent of the cost of coverage;
- l. \$70,000 or more but less than \$75,000 shall pay 32 percent of the cost of coverage;
- m. \$75,000 or more but less than \$80,000 shall pay 33 percent of the cost of coverage;
- n. \$80,000 or more but less than \$95,000 shall pay 34 percent of the cost of coverage;
- o. \$95,000 or more shall pay 35 percent of the cost of coverage;

3. For a member with child or spouse coverage or its equivalent, an employee who earns:

- a. less than \$25,000 shall pay 3.5 percent of the cost of coverage;
- b. \$25,000 or more but less than \$30,000 shall pay 4.5 percent of the cost of coverage;
- c. \$30,000 or more but less than \$35,000 shall pay 6 percent of the cost of coverage;
- d. \$35,000 or more but less than \$40,000 shall pay 7 percent of the cost of coverage;
- e. \$40,000 or more but less than \$45,000 shall pay 8 percent of the cost of coverage;
- f. \$45,000 or more but less than \$50,000 shall pay 10 percent of the cost of coverage;
- g. \$50,000 or more but less than \$55,000 shall pay 15 percent of the cost of coverage;
- h. \$55,000 or more but less than \$60,000 shall pay 17 percent of the cost of coverage;
- i. \$60,000 or more but less than \$65,000 shall pay 21 percent of the cost of coverage;
- j. \$65,000 or more but less than \$70,000 shall pay 23 percent of the cost of coverage;
- k. \$70,000 or more but less than \$75,000 shall pay 26 percent of the cost of coverage;
- l. \$75,000 or more but less than \$80,000 shall pay 27 percent of the cost of

- coverage;
- m. \$80,000 or more but less than \$85,000 shall pay 28 percent of the cost of coverage;
- n. \$85,000 or more but less than \$100,000 shall pay 30 percent of the cost of coverage;
- o. \$100,000 or more shall pay 35 percent of the cost of coverage.

Base salary shall be used to determine what an employee earns for the purposes of this Article and shall mean pensionable salary.

"Cost of coverage" means the premium or periodic charges for benefits.

Employee contributions shall be made by way of withholding of the contribution from the employee's pay, salary, or other compensation. Withholdings shall be made by way of equal payroll deductions, to the extent possible, in accordance with the Township's customary payroll practices unless otherwise required by law.

G. The Township shall establish a Section 125 Flexible Spending Account plan ("FSA Plan") pursuant to Federal and State legal requirements effective January 1, 2011, which employees may elect to participate through employee contributions made via equal payroll deductions in accordance with the Township's customary payroll practices and the FSA Plan.

H. Upon an officer's retirement at twenty-five (25) years of service, the Township shall provide retiree medical and prescription benefits as made available under the State Health Benefits Plan. The Township shall also provide eye glass and dental plan coverage substantially similar to the plan in effect at the time of retirement. Only those officers with twenty (20) or more years of creditable service in a State administered pension system earned or recognized by the State as effective as of June 27, 2011, who also meet the above twenty-five (25) years of service requirement at the time of retirement, shall be exempt during retirement from the

contribution requirements contained within Section F of this Article. All other employees who retire with twenty-five (25) years of service shall contribute, through the withholding of the required contribution from their monthly retirement allowance in an amount determined by applying the amount of their annual retirement allowance and any future cost of living adjustment thereto to the dollar ranges and contribution percentages contained within Section F of this Article.

I. The Township shall continue to provide and pay for any and all medical benefits to the spouse and the dependant children of an officer who is killed while still employed as provided pursuant to Ch. 78 p.l. 2011 currently in effect.

J. The PBA and the Township agree that the Township has the right to contract with other hospital and medical insurance carriers, benefit providers or plans in order to provide coverage which is substantially similar to the benefits currently available under the policies provided as an active employee and, as to retirees, the retiree benefits as made available under the State Health Benefits Plan and eye glass and dental coverage substantially similar to the plan in effect at the time of retirement. The parties further agree that the Township will give notice to the PBA of at least sixty (60) days of the Township's intent to change insurance providers. Should a dispute arise as to whether or not the change of policy proposed will be substantially similar to the current benefits, the matter will be submitted to binding arbitration in accordance with the arbitration procedures established under the Grievance Article of this Agreement. The decision of the arbitrator shall be in writing and shall be final and binding on all parties.

**ARTICLE XV**  
**COLLEGE INCENTIVE PROGRAM**

A. The Township agrees that the amount and quality of any employee's education often determines the value of his or her contribution to the community and the degree of proficiency with which he or she performs his or her duties. In order to provide an incentive to encourage the employees to achieve the advantage of higher education, the Township agrees that each employee who receives academic credit for study in an institution of collegiate level which offers a college curriculum leading to or accreditable toward an undergraduate baccalaureate or associate degree in law enforcement or other related curriculum shall be paid a college incentive program compensation at the rate of \$10.50 per credit per annum as additional compensation. Such additional compensation will be paid only for credits up to and including the baccalaureate degree. Such additional college incentive program compensation shall be added to and become part of the officer's annual salary commencing the pay period next following production of evidence or proof of completion of said credits or degree.

Associate Degree or 64 credits..... \$672.00

Baccalaureate Degree or 128 credits..... \$1,344.00

B. The Township shall allow the officers to attend college off duty and will fund both tuition and book fees, keeping a running account of these expenses. There will be no limit to the number of officers attending college at any given time. For as long as there is a balance due in the account of the expenses funded by the Township to the officer, any monies which would have otherwise been paid to the officer pursuant to the college incentive program compensation set

forth above will instead be retained by the Township to reimburse it for the expenses paid by the Township for the officer's college credits.

C. Upon graduation and the awarding of a degree, the college incentive program compensation shall continue to be paid to the Township until the Township is completely reimbursed for the expense of the officer's education. This procedure shall only apply to those officers pursuing a degree in law enforcement or other related curriculum.



## **ARTICLE XVI**

### **HIGHER CLASSIFICATION PAY ADJUSTMENT**

A. In the event an employee is assigned to perform in a classification higher than his or her title, the officer shall receive 113% of his or her salary for the time spent in higher classification work. This percentage is based on the current differential between senior patrolman's pay and top sergeants pay and shall increase should the supervisory officers negotiate a higher differential. If the employee is required to work in a lower job classification than his or her regular title, no adjustment shall be made to the officer's regular pay.

## **ARTICLE XVII**

### **HOLIDAYS**

A. The Township recognizes that the fact that officers are regularly scheduled to work holidays may cause a hardship on their families.

All officers will receive 80% of 21 days pay, which will be computed using an eight (8) hour day, which will be added to their base salary. This will be added before computation of the overtime rate and longevity. The parties agree to reopen negotiations should the Division of Pensions grant an additional "holiday," suspend or reduce the Township's contribution to the fund in any year. This computation shall be made regardless of the schedule that the employee works, that is to say regardless of the employee working an 8 (eight), 10 (ten), or 12 (twelve) hour shift.

B. The Township and the PBA agree to recognize as holidays such additional days as shall be designated for all of the Township of Long Beach as set forth in the appropriate ordinance or resolution adopted by the Township for such purpose.

C. Employees of the Police Department shall receive time off (comp time) in a manner commensurate with other Township employees. The P.B.A. agrees that this clause shall be exclusive of the Friday after Thanksgiving only, thereby meaning that if the Township gives other Township employees the day after Thanksgiving off, there shall be no time off awarded for any member of the collective bargaining unit who works this Friday.

D. As a result of collective bargaining negotiations between the Township and PBA Local 373, Rank and File, the parties have agreed to include holiday pay in base as set forth above. The percentage figure has been arrived at by mutual agreement between the parties and in consideration of the Township's payment or pension payments on behalf of the members of Local 373 to the Police and Fire Retirement System for each member.

**ARTICLE XVIII**  
**HOURS OF WORK AND OVERTIME**

A. The guidelines for the work schedule (12 hour shifts; 2 days on 2 days off, 3 days on, 2 days off, two (2) days on three days off, the three (3) day tours being Friday, Saturday and Sunday) as presently constituted and incorporated herein shall be maintained for the life of this Agreement. The Chief of Police shall have the ability to schedule Detectives to a ten (10) hour schedule (four (4) days on, three (3) days off). Overtime shall be paid in accordance with the law in such case made and provided. The officers shall be paid time and one-half of annual salary when required to perform duties which take time in excess of the normal work schedule or for work performed in excess of their regular scheduled work time, all in accordance with the law in such case made and provided. Paid overtime shall be paid for regular duties as well as for range, classes and meetings. Such overtime shall not be less than two hours per range session, class or meeting. Paid overtime shall not be paid when the officer is in regularly scheduled training programs outside the limits of Long Beach Township. Time spent for such training shall be compensated by an equal amount of time off. This shall be limited to traveling time plus time spent in training.

B. Overtime shall be paid to each officer by separate check on the payday next following the pay period in which the overtime pay was accrued. At the option of the officer, compensatory time off in lieu of overtime may be taken. If compensatory time off is taken it shall be at the same rate as overtime (time and one-half) as per Garcia FLSA Act.

- C. Overtime work, when necessary, shall first be offered to regular members of the Police Department on an equitable and rotating basis, commencing with senior patrolmen.
- D. If an employee is called for work for an emergency situation or to cover for another employee who is absent, said employee shall receive a guarantee of not less than four (4) hours work, notwithstanding the fact that the actual work performed may be less than provided by this guarantee. This minimum shall not apply to overtime worked at either end of a regularly scheduled shift.
- E. Any officer required to be "on-call" will receive one hour of comp time for each scheduled day and two hours for each day off. "On-call" will be defined as a situation where the officer is required to be prepared to respond during his regularly scheduled days or hours off. The Chief of Police, or the Chief of Police's designee, will determine when an officer is placed "on-call" for duty with the exception of being under subpoena.
- F. Where the work schedule is required to be changed or amended as the need may arise, the work schedule shall not be changed or modified without forty-five (45) days advance notice in writing to all members of the department. The guidelines for the work schedule or the current work schedule as set forth may be changed immediately in cases of emergency in accordance with New Jersey Statutes and the New Jersey Administrative Code.
- G. The Chief of Police shall have the ability to schedule K-9 officer's to a schedule comprised of four (4)- nine(9) hour days. The thirty-six (36) hour work week shall be considered as compensation for care of the officer's canine partner. The Canine officer shall have the ability to give input as to his days off.

**H.** The work year for all employees shall be 2080 hours with the exception of the Canine Officers. Due to the nature of the 12 (Twelve) hour schedule, officers are scheduled for more than 2080 hours. Each employee whose work schedule results in him or her working in excess of 2080 hours shall receive compensatory time at the rate of an hour for an hour for the excess of time worked. Officers shall be credited with this excess time on January 1st of the year in which they are scheduled to work the excess hours. This credited time will be titled "Murphy" time and must be used in the calendar year in which it was earned and may not be carried over unless by mutual consent of the parties. It is assumed the employee shall continuously report to full time work as scheduled for the entire calendar year, with the exception of sick leave and vacation time, and the total amount of "Murphy" time credited to the employee will otherwise be pro-rated in the event the employee does not continuously report as scheduled for the entire calendar year.

**I.** The Chief, with just cause, shall have the ability to schedule officers on different shifts when the officer is in a "light-duty" capacity. These assignments will be made with the mutual consent of the officer and the Chief of Police.

## **ARTICLE XIX**

### **ROAD WORK**

A. The Township has adopted an ordinance (02-01c) allowing outside employment for Long Beach Township Officers and PBA recognizes that it is in the best interest that employment by outside entities be best run through the Department.

B. The PBA agrees that the rate for employment for work done by the employees should be at a different rate and in accordance with this the schedule below shall apply.

2011, 2012 and 2013: \$65 per hour

C. The officer will be considered on duty while working under the ordinance and the Township shall not differentiate with regard to pension or workers' compensation issues with regard to the employee.

D. The minimum that an officer shall be scheduled to work under this ordinance shall be 4 hours and cancellation must be within the prior twelve (12) hours of the scheduled start time.

E. The P.B.A. may change the hourly rate for outside employment for a specific job. This change shall be made in writing to the Chief of Police.

## **ARTICLE XX**

### **SHIFT DIFFERENTIAL**

A. The Township recognizes the fact that shift work may create a hardship for the employee and the employee should be compensated. Officers shall receive \$1,000.00 shift differential added to the base pay. Additionally, the night shift will also receive a 3% differential.

Additionally, in light of the fact that the PBA has agreed to permit the continuation of the 12 (twelve) hour shifts, which can also create a hardship for employees, the parties agree that there shall be an additional shift differential to the base pay, which is reflected in the salary guides contained within this contract. Specifically, steps 1 (one), 2 (two) and 3 (three) shall receive a \$500.00 (five hundred dollar) differential for the first two years of this contract, while steps 4 (four) and 5 (five) shall receive a \$750.00 (seven hundred and fifty dollar) differential in the first two years, step 6 (six) shall receive a \$1,000.00 (one thousand dollar) differential in the first two years and step 7 (seven) shall receive a \$1,500.00 (one thousand, five hundred dollar) differential in the first two years of this contract. These 12 (twelve) hour differentials are made in consideration for the Township's ability to schedule officers on the aforementioned 12 (twelve) hour shifts and shall be paid to all members of the bargaining unit regardless of actual shift worked.

B. Members of the Detective Division shall be entitled to an additional 2% shift differential regardless of the actual hours worked together with the \$1,000.00 added to the base as shift differential.

- C. Canine officers shall receive the same differential as the officers on midnight shifts regardless of actual shift worked.
- D. An employee's base salary shall be adjusted to include the shift differential payment, which shall be paid to the employee in his regular paycheck. The Chief of Police or designee shall validate the shift differential work record.
- E. An officer shall be considered as working the shift that they worked during the last thirty days prior to their last day of regular work.
- F. Any officer assigned to an eight (8) hour shift shall be entitled to \$1,000 added to their base salary as well as an additional 3% for shifts between 1500-2300 hours and 5% for shifts between 2300 hours and 0700 hours.



## **ARTICLE XXI**

### **EMERGENCY MEDICAL TECHNICIAN**

The Township recognizes benefits to its citizens when officer maintain the advanced training of an EMT, therefore, any officer who posses a valid NJ Emergency Medical Technician Certificate shall be compensated according to the following schedule: 2011: \$2,000, 2012: \$2,075 and 2013: \$2,150. This compensation shall be added to the officer's base salary after the college incentive is added. This sum shall be prorated and be discontinued if the officer does not maintain the certificate for the entire calendar year. The cost for the initial training shall be borne by the officer, with the Township being responsible for any renewal training and/or recertification. The P.B.A. consents to the initial training of officers if he believes it is in the best interest of the people.

## **ARTICLE XXII**

### **SALARIES**

- A. Salaries for employees are based on 2080 hours per year.
- B. Base salaries for this Agreement are contained with the attached Salary Guide and represent the following increases:

2011 – 0%

2012 – 2%

2013 – 2%

Officers Hired Prior to 12/31/05

Step	Description	2011	2012	2013
1	Pre Academy	\$38,440.69	\$39,209.50	\$39,993.69
2	Academy Cert	\$46,452.06	\$47,381.10	\$48,328.72
3	After 1 Year	\$54,462.36	\$55,551.61	\$56,662.64
4	After 2 Years	\$64,297.33	\$65,583.28	\$66,894.94
5	After 3 Years	\$72,895.02	\$74,352.92	\$75,839.97
6	After 4 Years	\$82,807.09	\$84,463.23	\$86,152.49
7	After 5 Years	\$93,197.29	\$95,061.23	\$96,962.46
8	After 6 years	\$94,084.88	\$95,966.58	\$97,885.91
9	After 7 Years	\$94,972.47	\$96,871.92	\$98,809.36
10	After 8 Years	\$95,860.07	\$97,777.27	\$99,732.81
11	After 9 Years	\$95,860.07	\$97,777.27	\$99,732.81
12	After 10 Years	\$95,860.07	\$97,777.27	\$99,732.81
13	After 11 Years	\$95,860.07	\$97,777.27	\$99,732.81
14	After 12 Years	\$95,860.07	\$97,777.27	\$99,732.81
15	After 13 Years	\$95,860.07	\$97,777.27	\$99,732.81
16	After 14 Years	\$96,747.66	\$98,682.61	\$100,656.26
17	After 15 Years	\$96,747.66	\$98,682.61	\$100,656.26
18	After 16 Years	\$96,747.66	\$98,682.61	\$100,656.26
19	After 17 Years	\$96,747.66	\$98,682.61	\$100,656.26
20	After 18 Years	\$97,635.25	\$99,587.96	\$101,579.72
21	After 19 Years	\$98,522.85	\$100,493.30	\$102,503.17
22	After 20 Years	\$99,410.44	\$101,398.65	\$103,426.62

Officers Hired After 12/31/05

Step	Description	2011	2012	2013
1	Pre Academy	\$38,440.69	\$39,209.50	\$39,993.69
2	Academy Cert	\$46,452.06	\$47,381.10	\$48,328.72
3	After 1 Year	\$54,462.36	\$55,551.61	\$56,662.64
4	After 2 Years	\$63,036.60	\$64,297.33	\$65,583.28
5	After 3 Years	\$72,187.30	\$73,631.04	\$75,103.66
6	After 4 Years	\$82,010.87	\$83,651.08	\$85,324.10
7	After 5 Years	\$92,309.69	\$94,155.89	\$96,039.00
8	After 6 years	\$93,197.29	\$95,061.23	\$96,962.46
9	After 7 Years	\$94,084.88	\$95,966.58	\$97,885.91
10	After 8 Years	\$94,972.47	\$96,871.92	\$98,809.36
11	After 9 Years	\$95,860.07	\$97,777.27	\$99,732.81
12	After 10 Years	\$95,860.07	\$97,777.27	\$99,732.81
13	After 11 Years	\$95,860.07	\$97,777.27	\$99,732.81
14	After 12 Years	\$95,860.07	\$97,777.27	\$99,732.81
15	After 13 Years	\$95,860.07	\$97,777.27	\$99,732.81
16	After 14 Years	\$96,747.66	\$98,682.61	\$100,656.26
17	After 15 Years	\$96,747.66	\$98,682.61	\$100,656.26
18	After 16 Years	\$96,747.66	\$98,682.61	\$100,656.26
19	After 17 Years	\$96,747.66	\$98,682.61	\$100,656.26
20	After 18 Years	\$97,635.25	\$99,587.96	\$101,579.72
21	After 19 Years	\$98,522.85	\$100,493.30	\$102,503.17
22	After 20 Years	\$99,410.44	\$101,398.65	\$103,426.62

### **ARTICLE XXIII**

#### **SAVINGS CLAUSE**

In the event that any Federal or State legislation or government regulation, including the Internal Revenue Service, or court decision causes invalidation of any Article or section of this Agreement, all other Articles and sections not so invalidated shall remain in full force and effect, and the parties shall comply and renegotiate concerning any such invalidated provisions.

## ARTICLE XXIV

### DURATION

A. This Agreement shall be in full force and effect as of January 1, 2011 and shall remain in effect until December 31, 2013. If either party desires to change this Agreement, it shall notify the other party in writing at least thirty (30) days before the expiration of this Agreement of the proposed changes and their desire to terminate this Agreement. If notice is not given as herein stated, this Agreement shall automatically be renewed for another year.

B. The parties agree that this contract is for the years 2011 through 2013 and all terms and conditions recited herein are retroactive to January 1, 2011.

ATTEST:

By: Lynda J. Wells  
Lynda Wells, Municipal Clerk

TOWNSHIP OF LONG BEACH

By: Joseph Mancini  
Joseph Mancini, Mayor

ATTEST:

POLICEMEN'S BENEVOLENT  
ASSOCIATION, LOCAL 373,  
RANK & FILE

By: James M. Hartmann

By: James M. Hartmann  
James M. Hartmann., President